

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, April 1, 2013

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Calley, Fabiano and Krause; City Manager Dempsey; City Clerk Miller; Police Chief Bauer; Ambulance Director Gensterblum

Guests: Kathy Parsons; Tom Thelen of the Review & Observer

The meeting was called to order at 7:00 P.M. by Mayor Barnes with the Pledge of Allegiance.

Motion by VanSlambrouck, supported by Fabiano, to approve the Proposed Agenda with the correction of the lettering of the new business items.

Yeas: VanSlambrouck, Fabiano, Calley, Krause, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Dempsey noted the only item under Presentations is the Arbor Day Proclamation; which requires no action. He also noted the Tree Management Commission and the Parks and Recreation Board have scheduled an Arbor Day Tree Planting at Thompson Field on Friday, April 26<sup>th</sup> at 2:00 P.M.

City Manager Dempsey presented information on the action items for consideration on the Agenda.

City Manager Dempsey also reported MDOT will resume work on the Box Culvert Project this week. The project is expected to be completed by the end of May.

Ionia County has joined the West Michigan Regional Planning Commission so the City of Portland will no longer be required to pay dues for its membership.

The job opening for the Police Chief position will be posted on the City's website and the Michigan Association of Chiefs of Police website. Applications will be due by the end of April. The goal is to have hired a new Police Chief by the end of May.

The AFSCME Union met this morning and has agreed to accept the changes in health care; other negotiations are ongoing. City Manager Dempsey stated he will meet with them at 9:00 A.M. tomorrow morning.

Council Member Fabiano asked about the status of Old School Manor.

City Manager Dempsey stated the WODA Group is moving forward with its plan. City Manager Dempsey received the proposed purchase agreement last week; he forwarded it to the Ionia County Land Bank for them to act on.

City Manager Dempsey also noted there has been some action on the 52.9 acres at Grand River Ave. and Cutler Rd. The property is one of eight sites being considered for a use in the health industry. The interested party has not been disclosed.

Mayor Barnes noted the winter parking ban has been lifted as of today.

Under New Business, the Council considered Resolution 13-22 to authorize the Mayor and Clerk to sign Ambulance Services Agreements with area municipalities using the 2010 Census figures and to approve the Care Plan Membership Agreement Form. The City has revised the agreements and fees based on the new census data. The agreements are now based on a single per capita charge of \$7.00. The option for municipalities to pay a \$2.00 per capita charge and a set cost for runs and be reimbursed what is received from insurance has been eliminated. The City, Portland Township, and Danby Township were paying a \$12.10 per capita charge and will save \$5.10 per capita with this change. For the City this amounts to \$19,803.30. Households within the area municipalities may participate in the Portland Ambulance Care Plan Subscription Service to limit out-of-pocket expenses for the uninsured portions of their ambulance bills.

Motion by Fabiano, supported by Krause, to approve Resolution 13-22 approving, authorizing, and directing the Mayor and Clerk to sign Ambulance Services Agreements with Danby Township, Portland Township, Westphalia Township, Orange Township, Lyons Township, the Village of Westphalia, the Village of Pewamo, and Sebewa Township and approving the Care Plan Membership Agreement Form.

Yeas: Fabiano, Krause, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

The Council considered Resolution 13-23 to amend the Budget for Fiscal Year 2012-2013 to add \$15,428 to the Ambulance Budget for the purchase of 2 recertified heart monitors. The City's Ambulance Department operates 3 ambulances, 2 of which are currently equipped with 12-lead heart monitors and are licensed by the State as advanced life support units and the remaining unit is equipped with an AED but has no heart monitor and is licensed by the State as a basic life support unit. The City has investigated the cost of purchasing a new heart monitor for the basic unit so it could be licensed as an advanced life support unit and found that the cost for a new 12-lead heart monitor is approximately \$32,000. The oldest heart monitor in use by the Ambulance Department is 12 years old and only enables 12-lead monitoring whereas a newer monitor will do 12-lead monitoring and vital signs such as CO2 and AED. Ambulance Director Gensterblum was able to obtain a quote from Bound Tree that would enable the City to purchase 2 recertified 12-lead heart monitors for \$15,427.90; which includes a \$2,000 trade-in of the oldest unit. The quote includes 3 batteries and 2-year maintenance on all 3 monitors in use by the Ambulance Department, and the 2 new recertified monitors would have enhanced screens and do 12-lead monitoring and vital signs, have AED, and also have the capability of invasive monitoring of an arterial line for critical care transfers.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-23 to amend the Budget for Fiscal Year 2012-2013.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

Mayor Barnes extended his compliments to Ambulance Director Gensterblum and the Ambulance Department on the excellent reputation they have earned.

Mayor Barnes asked Director Gensterblum what the new heart monitors would add to the department.

Director Gensterblum stated the monitors would provide the ability to monitor vital signs allowing for other care to be provided to the patient in their care. He would like to add this capability to all of the ambulances; this may become mandatory in the next few months. Without these capabilities the department could be looking at liabilities.

Mayor Barnes asked what the capacity of the Ambulance Department would be with 3 advanced life support units.

Director Gensterblum stated he is looking to expand the service area of the department which would require another advanced life support unit. A new full-time paramedic started this week and there will be additional part-time paramedics starting soon to staff the ambulance and proposed additional service area.

Motion by Fabiano, supported by Krause, to approve Resolution 13-24 approving purchase of heart monitors for the Ambulance Department.

Yeas: Fabiano, Krause, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

The Council considered Resolution 13-25 to approve the Board of Light & Power Board's recommendation to add additional footage to the electric undergrounding work previously awarded to Cook Brothers Excavating, Inc. Cook Brothers is still finishing up the Mulder Drive Electric Line Replacement Project. The Board met on March 19<sup>th</sup> and reviewed adding the additional undergrounding work based on the current contract. They approved the recommendation to the City Council for an estimated \$53,664 plus a 10% contingency of \$5,366.40 for a total of \$59,030.40.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-25 approving the Board of Light and Power's recommendation to add additional footage to the electric undergrounding work previously awarded to Cook Brothers Excavating, Inc.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-26 to approve Electric Superintendent Hyland and City Manager Dempsey's recommendation to approve performance testing on the emission reduction equipment on the

generators at the Electric Plant. Emission reduction equipment is required to be performance tested every three years at a cost of \$400 for the EPA Test Application, \$5,000 for the first unit tested, and \$2,500 for each additional unit (\$10,400 total). The emissions reduction equipment was tested at the end of August 2011 after the installation was complete and Generator 3 achieved an emission reduction of 94-95%, Generator 4 achieved an emission reduction of 93%, and Generator 5 achieved an emission reduction of 93%. The emission equipment installed on Generator 5 had a manufacturer's defect which will be fixed, at no cost to the City, and must be retested after it is repaired so the City has an opportunity to test Generators 3 and 4 at the same time for \$5,000 or can wait until next year and pay \$7,900. By testing Generators 3 and 4 now the City will save \$2,900 and keep all of the Generators on the same test schedule to achieve the benefits of the economy of scale since testing the first unit requires the \$400 application fee and would cost \$5,000. This testing will be done in June.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-26 approving the Electric Superintendent and City Manager's recommendation to approve performance testing on the emission reduction equipment on the generators at the Electric Plant.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-27 to approve a Title VI Plan for the City of Portland. Title VI of the Civil Rights Act of 1964 and related statutes state that, "No person in the United States shall on the grounds of race, color, or national origin, sex, age, disability, or socio-economic status, be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination in any program or activity receiving Federal financial assistance." The Civil Rights Restoration Act of 1987 restored the full intent of Title VI to require compliance by all federal aid recipients and sub-recipients whether their programs or activities are federally funded or not. Related to Title VI, Executive Order 12898, Limited English Proficiency and Executive Order 13166, Environmental Justice was enacted to ensure non-discrimination against low-income populations, minority populations and persons who have limited ability to speak, write, or understand English. These Executive Orders require recipients and sub-recipients to address Environmental Justice and Limited English Proficiency in consideration of and approach to any program, service, or activity receiving federal financial assistance, in their Title VI plans. MDOT is requiring the City of Portland to have a Title VI Policy on file prior to the City receiving any Federal funds in the future. City Manager Dempsey worked with MDOT's Civil Rights staff to develop a Title VI Non-Discrimination Plan for the City that meets all of the legal requirements.

Motion by Krause, supported by Calley, to approve Resolution 13-27 approving a Title VI Plan for the City of Portland.

Yeas: Krause, Calley, VanSlambrouck, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-28 to approve the purchase of a new police car as part of the Fiscal Year 2013-2014 Budget. The City has been using the Ford Crown Victoria as its patrol car; but Ford is no longer making this vehicle. Police Chief Bauer is recommending the City transition its fleet to the All-Wheel Drive Ford Taurus. The vehicle must be ordered by April 10<sup>th</sup> to have a 2013 model built and take delivery after July 1<sup>st</sup> (the next budget cycle). The vehicle cost is \$27,298. The estimated

vehicle changes over costs are higher than previous years because of the change in model. DPW Superintendent Thomason and City Manager Dempsey believe the City can get more for the old police car than the trade-in price offered and are suggesting offering it and an additional older vehicle for sale by sealed bid before accepting the trade-in price offered. If a sealed price higher than the trade-in price is not received then the vehicle will be traded in.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-28 approving the purchase of a new police car.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-29 to approve Smith Housing Consulting's proposal to provide third party administrator services for the City's MSHDA Downtown Rental Rehabilitation Grant program. Smith Housing Consulting is offering to provide services for 90% of the administration costs allowable by grant with 10% administration costs being paid to the City. Marilyn Smith has worked with the City on this program in the past and is being recommended for approval for this grant.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-29 approving Smith Housing Consulting's proposal to provide third party grant administration services for MSHDA's Downtown Rental Rehabilitation Program in the City of Portland.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-30 to approve a license agreement to farm the 52.9 acres at Grand River Ave. and Cutler Rd.; of which 45 are tillable. The existing licensee has been licensed to farm the property for the past 5 years based on a bid price which has been annually adjusted based on the rate of inflation and acreage available. The existing licensee has agreed to increase his payment by 8% so the cash rents proposed would be \$7,875.

Motion by Calley, supported by VanSlambrouck, to approve Resolution 13-30 approving, authorizing, and directing the Mayor and Clerk to sign a License Agreement to farm the 52.9 acres at Grand River Ave. and Cutler Rd.

Yeas: Calley, VanSlambrouck, Fabiano, Krause, Barnes

Nays: None

Adopted

Motion by Krause, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting and Closed Session held on March 18, 2013, payment of invoices in the amount of \$111,373.26 and payroll in the amount of \$126,684.10 for a total of \$238,057.36; there were no purchase orders over \$5,000.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

Motion by Fabiano, supported by VanSlambrouck, to adjourn the regular meeting.

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

Meeting adjourned at 7:39 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk